



National Science Foundation

Intergovernmental Personnel Act Vacancy

DIRECTORATE FOR ENGINEERING

DIVISION OF DESIGN, MANUFACTURE AND INDUSTRIAL INNOVATION

ARLINGTON, VA 22230

ANNOUNCEMENT NUMBER: E20020064-IPA **OPEN:** 01/16/2002 **CLOSE:** UNTIL FILLED

The National Science Foundation (NSF) is seeking qualified candidates for the position of Program Director in the Division of Design, Manufacture and Industrial Innovation (DMII), Directorate for Engineering.

The DMII division supports fundamental research in design, manufacturing and industrial engineering and research leading to innovation. It is comprised of three program clusters: Engineering Design Systems, Manufacturing Processes and Equipment Systems, and Industrial Innovation Programs. These research clusters include Engineering Design, Operations Research, Manufacturing Enterprise Systems, Service Enterprise Engineering, Manufacturing Machines and Equipment, Materials Processing and Manufacturing, Nanomanufacturing, Innovation Organizational Change, Grant Opportunities for Academic Liaison with Industry, Small Business Industrial Innovation Research and Small Business Technology Transfer. DMII supports research that can lead to improved competitiveness of the manufacturing and service sectors, thus increasing their rate of innovation and responsiveness to changing national needs.

Initial assignments under the IPA mechanism may be made for a period of one to two years, and may be extended for a third year. Individuals eligible for an IPA assignment include employees of State and local government agencies, institutions of higher education, Indian tribal governments, federally funded research and development centers and qualified non-profit organizations involved in public management in instances where such assignments would be of mutual benefit to the organizations involved. The individual remains an employee of the home institution and cost-sharing arrangements are generally negotiated between NSF and the home institution. Salary and benefits will generally parallel those at the permanent employer.

STATEMENT OF DUTIES: The incumbent will serve as a Program Director for Manufacturing Machines and Equipment program within the Manufacturing Processes and Equipment Systems cluster in DMII. That program advances the fundamental knowledge base that is needed for building the next-generation machines and equipment and utilization of them for materials processing, parts manufacture, assembly, inspection and other operations. It supports theoretical and experimental research that leads to the generation of such fundamental knowledge. Also of interest are research activities that develop methodologies and science-based techniques aimed to leapfrog improvement in the performance and reliability of machines and equipment in various manufacturing operations. The incumbent performs the duties and carries out the responsibilities of this position under the nominal supervision of the Division Director, DMII. These duties include:

- Managing program resources so as to provide optimal appropriate scientific judgment to insure integrity and consistency in the grant/declination process without conflicts-of-interests, and with balance among appropriate sub-fields and institutions, and participation of all qualified applicants. Incorporating cross-directorate responsibilities into program administration.
- Managing an effective, timely merit review process, with attention to increasing the size and quality of the reviewer pools and insuring participation by women, minorities, and disabled scientists. Responsibilities are complex and wide-ranging due to the multidisciplinary scientific efforts required.

- Representing the Program, Division and Foundation within the scientific community, with other NSF Divisions, other agencies and organizations, and the public, accurately reflecting NSF policy and positions.
- Pursuing and/or being responsive to assignment on special projects and temporary functional teams from across the Foundation to solve problems, improve staff communication, and effect coordination for special programs.
- Preparing and disseminating a variety of informational documents which may include data on progress being made toward NSF's goals, trends and opportunities papers, and budget plans.

QUALIFICATIONS REQUIRED: Applicants must have a Ph.D. or equivalent experience in engineering plus six or more years of successful evaluation and research, research administration, and/or managerial experience demonstrating disciplinary expertise and strong collaborative integration skills within the broad context of design and manufacturing.

HOW TO APPLY: Individuals interested in an IPA assignment should submit a curriculum vitae or resume, publication list, and a letter referencing qualifications choice to the National Science Foundation, Division of Human Resource Management, 4201 Wilson Boulevard, Arlington, VA 22230, Attn: E20020064-IPA. In addition you are asked to complete and submit the attached Applicant Survey form. Submission of this form is voluntary and will not affect your application for employment. The information is used for statistical purposes only. Telephone inquiries may be referred to Maria Sutton at (703) 292-4364. Hearing impaired individuals may call TDD (703) 292-8044. Announcements may be accessed electronically on the World Wide Web at: <http://www.nsf.gov/oirm/>.

NSF IS AN EQUAL OPPORTUNITY EMPLOYER COMMITTED TO EMPLOYING A HIGHLY QUALIFIED STAFF THAT REFLECTS THE DIVERSITY OF OUR NATION.

**NATIONAL SCIENCE FOUNDATION
APPLICANT SURVEY**

**OMB No. 3145-0096
Expiration: August 2002**

Vacancy Ann. #: _____

Position Status (temporary/permanent): _____

Position Title/Series/Grade: _____

INSTRUCTIONS

Your completion of this form will be appreciated. Submission of this Information is voluntary and it will have no effect on the processing of your application. The data collected will be used only for statistical purposes to ensure that agency personnel practices meet the requirements of Federal law. Pursuant to 5 CFR 1320.5(b), an agency may not conduct or sponsor, and a person is not required to respond to an information collection unless it displays a valid OMB control number. The OMB control number for this collection is 3145-0096. NSF estimates that each respondent should take about 3 minutes to complete this survey, including time to read the instructions. You may have comments regarding this burden estimate or any other aspect of this survey, including suggestions for reducing this burden. If so, please send them to NSF Reports Clearance Officer, Division of Administrative Services, NSF, 4201 Wilson Blvd., Arlington, VA. 22230.

PRIVACY ACT INFORMATION

GENERAL - This information is provided pursuant to Public Law 93-579 (Privacy Act of 1974), December 31, 1974, for individuals completing Federal records and forms that solicit personal information.

AUTHORITY - Section 7201 of title 5 of the U.S. Code and Section 2000e-16 of title 42 of the U.S. Code.

PURPOSE AND ROUTINE USES

The information is used for research and for a Federal Equal Opportunity Recruitment Program (FEORP) to help insure that agency personnel practices meet the requirements of Federal law. Address questions concerning this form and its uses to the Privacy Act Officer, National Science Foundation, Arlington, VA 22230.

1. Today's Date: _____

2. Year of Birth: _____

3. How did you learn about the particular position for which you are applying? (Circle appropriate number.)

01 - Newspaper (specify)

10 - Federal, State or local job information center

02 - Contact with NSF Personnel Office

11 - State vocational rehabilitation agency or

(Agency Bulletin Board or other Announcement)

Veterans Administration

03 - NSF-initiated personal contact

12 - State employment office

04 - Science Magazine, or other professional journal or magazine

13 - School or college counselor or other official

(specify)

14 - Private job Information service

05 - Affirmative Action Register

15 - Private employment service

06 - Attendance at conference, meeting or job fair

16 - Friend or relative working at NSF

(specify)

17 - Friend or relative not working at NSF

07 - NSF recruitment at school or college

18 - NSF website

08 - Colleague referral

19 - Internet or other website

09 - NSF Bulletin

20 - Other (specify)

4. Please select the racial/ethnic category with which you most closely identify yourself. (Circle the appropriate letter)

A. **American Indian or Alaskan Native.** A person having origins in any of the original peoples of North America, who maintains cultural identification through tribal affiliation or community recognition.

B. **Asian or Pacific Islander.** A person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent, or the Pacific Islands. This area includes, for example, China, India, Korea, the Philippine Islands, and Samoa.

C. **Black, not of Hispanic origin.** A person having origins in any of the Black racial groups of Africa. This does not include persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish cultures or origins.

D. **Hispanic.** A person of Mexican, Puerto Rican, Cuban, Central or South American or other Spanish culture or origin, regardless of race.

E. **White, not of Hispanic origin.** A person having origins in any of the original peoples of Europe, North Africa or the Middle East. This does not include persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish cultures or origin.

5. Sex (Circle the appropriate letter.) F - Female M - Male

6. Please provide Information on your disability status by circling the appropriate category below:

1. I do not have a disability; 2. Hearing impairment; 3. Vision impairment; 4. Missing extremities; 5. Partial paralysis; 6. Complete paralysis; 7.

Convulsive disorder; 8. Mental retardation; 9. Mental or emotional illness; 10. Severe distortion of limbs and/or spine; 11. I have a disability but it is not listed.

FOR AGENCY USE

Agency Code: _____

AN EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER